

Adjutant General's Department

5/24/2012

YOUR DIRECT LINK TO State Vacancies

**POST &/or
Distribute**

- Postings have a direct link to the On-line Kansas job site where the job description and application information is provided.
- **APPLICATIONS MUST BE RECEIVED BY THE CLOSING DATE FOR CONSIDERATION.**
- All positions require a security check.
- Wages listed on the website are the minimum starting wages & do not reflect present employee promotion or transfer pay rates.

<i>Open to:</i> 1-Present State employees of TAG Dept 2-All State employees' 3-Public					
<u>Location</u>	<u>*Open</u>	<u>Position</u>	<u>Title</u>	<u>Department</u>	<u>Closing Date</u>
Topeka	1,2,3	Unclassified Full-time	NEW Fire Protection Safety/Training Specialist https://www.da.ks.gov/ps/pub/reginfo.asp?id=171810	190 th ANG	June 15, 2012
Topeka	1,2,3	Unclassified Full-time	Resource Protection Officer 3 Positions Open https://www.da.ks.gov/ps/pub/reginfo.asp?id=171729	190 th ANG	June 1, 2012
Salina	1,2,3	Unclassified Full-time	Mechanic I - Salina https://www.da.ks.gov/ps/pub/reginfo.asp?id=171715	RSMS	June 3, 2012
Salina	1,2,3	Unclassified Full-time	Program Consultant – Crisis City https://www.da.ks.gov/ps/pub/reginfo.asp?id=171714	KDEM	June 1, 2012

To view online announcements directly from the electronic document, press control and click on the blue web link provided, or cut and paste the link into your browser's address bar. Complete position descriptions are available for all jobs from SHRO. You may also visit www.jobs.ks.gov and search by vacancy number for positions open to categories 1,2,3.

NEW Fire Protection Safety/Training Specialist **190th Air Refueling Wing, Forbes Field, Topeka, KS.**

Requisition # 171810 – Open until June 15, 2012 – Full time, unclassified with benefits, state position, \$17.57 per hour. Standard 40 hour work week scheduled Monday thru Friday between 7:00 a.m. and 5:00 p.m.

Job Description: Fire Protection Safety/Training Specialist - Responsible for the Fire Department's training, safety, and prevention programs for the staff. Also performs fire fighting & EMS duties as needed. The incumbent independently plans and carries out assigned responsibilities. Executes the program for the training of fire and emergency services personnel of Federal, State, military, local municipal departments (under mutual aid agreements), and other related agencies. Program encompasses Structural Firefighting, Aircraft Crash Rescue Firefighting, Aircraft Egress Drills, National Incident Management System (NIMS), Hazardous Material Response (HAZMAT), Weapons of Mass Destruction Response (WMD), Nuclear Biological Chemical (NBC), Emergency Medical Service (EMS) and specialized rescue techniques. Provides instruction in all areas of training in order to obtain and maintain proficiency in DoD Certification for the various levels of Firefighter Certification requirements. Assures all personnel are certified to required DoD F&ES levels of training and certification. Coordinates and administers organizational Drivers and Flightline Training Program. Prepares detailed lesson plans and must have sound communication & organization skills.

Minimum and Preferred Qualifications: Minimum of four years work experience and meet the qualifications as a nationally certified Airport Fire Fighter. Successful completion of a full four year (4) high school curriculum may be substituted for one (1) year work experience.

Applicants must be physically able to perform efficiently the duties of the position for which they are considered. This position requires arduous physical exertion under rigorous and unusual conditions. Specific physical requirements and other qualifications standards shall be found in the

To Apply: Register your Personal Data and Apply online at www.jobs.ks.gov **OR** contact
SHR, Adjutant General's Dept., 2722 SW Topeka Blvd, Topeka, KS 66611.
Stephanie Burdett: 785-274-1460 Marti Stadler: 274-1392 Jo Boswell: 274-1391

NOTE: On-line application and listing of other State Vacancies are available on the Internet, www.jobs.ks.gov

National Fire Protection Association Standards 1000 Series and 1582 standards shall be found for positions under the General Schedule. A copy may be obtained from AGKS Office of State Personnel through 190th Air refueling Wing.

1. Candidates for employment will be required to pass a preliminary fire fighter physical I/A/W the NFPA 1582 Standard before reporting for duty.
2. Fire Fighters already employed will be required to pass an annual fire fighter physical I/A/W the NFPA 1582 Standard.
3. Must obtain a secret security clearance I/A/W AFR 207-1, Chapter 3, Para 3, Item (b); AFI 31-501, Attch 3, Rule 7.
4. Must participate in the Fire Fighter Physical Conditioning Program I/A/W AFMAN 32-2002 and NFPA 1500.
5. Comply with NFPA 1500 Standards, NFC Codes for Professional Qualification Standards - 200 series, AFMAN 32-203, and the Air Force Certification Program.
6. Adhere to AFRD 32-20 Fire Protection Policies and Directives; NGR 5-1, Chapter 3.6 and Appendix 24; DODI 6055.6, DoD Fire and Emergency Services Program.
7. All State regulations and Local Operating Procedures.

PLEASE NOTE: Must have a valid driver's license and the ability to obtain and maintain a Department of Defense Security Clearance.

How to Apply: The application process has 4 STEPS.

STEP 1: Register by completing the online Personal Data Form at <http://da.ks.gov/ps/aaa/recruitment/jobsteps.htm>

(Skip this step if you already have an Applicant ID number.)

STEP 2: Complete the official State of Kansas application form at <http://da.ks.gov/ps/aaa/recruitment/intro.htm>

STEP 3: Submit your online application to The Adjutant Generals Department. You may also submit a paper copy of your State of Kansas Employment Summary to: The Adjutant Generals Department, State Human Resource Office, 2800 SW Topeka Blvd, Topeka, KS 66611-1220.

STEP 4: Submit additional documents such as cover letters, resumes, transcripts, and/or certifications by e-mailing them to janice.l.harper@us.army.mil. Include your name and job requisition number on all correspondence when submitting documents. Contact Janice Harper (785) 274-1386 or Stephanie Burdett (785) 274-1460 for additional information. Your application will be considered incomplete and you may be found ineligible if you fail to submit the required documentation by the closing date of the vacancy announcement. Please reference Job Posting #171810. The Adjutant General's Department is an Equal Opportunity Employer.

Resource Protection Officer – Three Positions State Security Forces – Forbes ANG Base, Topeka, KS

Requisition # 171729 – Open until June 1, 2012 – Three positions open. Full time, unclassified with benefits, state position, \$13.61 per hour. Standard 40 hour work week with actual days of work and days off to be determined. All application must be received by the closing date of 6/1/2012.

Job Description: This position provides armed security base-wide, performs access control, asset protection & surveillance monitoring, and responds to critical situations and takes appropriate action. Position may regularly encounter military personnel, public officials, agency employees, and visitors in the course of employment.

Minimum and Preferred Qualifications: Requires one year of armed security or police work. Possession of Air Force AFSC in Security Police &/or comparable Law Enforcement certification; or satisfactory completion of Air Force Security police augmentee training & six months of armed Air Force security police work. Education of 12 semester hours in criminal justice and 6 months armed security work may substitute for one year of experience. Requires drug screening; high school graduate or GED; must be at least age 21; no felony convictions by a civilian or military court; qualify semi-annually on duty weapons, pass annual physical fitness requirement.

PLEASE NOTE: Must have a valid driver's license and the ability to obtain and maintain a Department of Defense Security Clearance.

How to Apply: The application process has 4 STEPS.

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++SHR, Adjutant General's Dept., 2800 SW Topeka Blvd, Topeka, KS 66611, (785) 274-1391 or 1392.

To Apply: Register your Personal Data and Apply online at <http://da.state.ks.us/ps> OR
Submit a completed State of KS Employment Summary & Personal Data Form to the Contact indicated.

NOTE: Listing of other State Vacancies are available on the Internet, <http://da.state.ks.us/ps>.

Mechanic I RSMS – Salina

Requisition # 171715 – Closes – June 3, 2012 – Unclassified, Full Time, State position with benefits, \$14.30 per hour.

Job Description: Maintain & repair heavy-duty equipment such as tractors, large & small trucks, & accessory equipment. Perform service or repair on voltage regulators, generators, brakes, fluids and other components. Assist in removing, repairing & replacing drive train components. Perform minor body, fender & metal case repairs. Tools will be provided.

Minimum and Preferred Qualifications: Requires one year of experience &/or training in auto or heavy equipment repair. Must have a valid driver's license and the ability to obtain and maintain a Department of Defense Security Clearance.

How to Apply: The application process has 4 STEPS.

STEP 1: Register by completing the online Personal Data Form at <http://da.ks.gov/ps/aaa/recruitment/jobsteps.htm>

(Skip this step if you already have an Applicant ID number.)

STEP 2: Complete the official State of Kansas application form at <http://da.ks.gov/ps/aaa/recruitment/intro.htm>

STEP 3: Submit your online application to The Adjutant Generals Department. You may also submit a paper copy of your State of Kansas Employment Summary to: The Adjutant Generals Department, State Human Resource Office, 2800 SW Topeka Blvd, Topeka, KS 66611-1220 or to K. Noel, 1970 2nd St., RSMS-Camp Funston, Fort Riley, Kansas 66442, 785-239-8891.

STEP 4: Submit additional documents such as cover letters, resumes, transcripts, and/or certifications by e-mailing them to janice.l.harper@us.army.mil. Include your name and job requisition number on all correspondence when submitting documents. Contact Janice Harper (785) 274-1386 or Stephanie Burdett (785) 274-1460 for additional information. Your application will be considered incomplete and you may be found ineligible if you fail to submit the required documentation by the closing date of the vacancy announcement. Please reference Job Posting #171715. The Adjutant General's Department is an Equal Opportunity Employer.

Program Consultant for Crisis City – Salina Kansas Kansas Division of Emergency Management

Requisition # 171714 – Open until June 1, 2012 – Full time, unclassified with benefits, state position, \$21.13 per hour commensurate with experience. Standard 40 hour work week scheduled Monday thru Friday between 7:00 a.m. and 5:00 p.m. All application must be received by the closing date of 6/01/2012.

Job Description: The Kansas Adjutant General's Department, Division of Emergency Management is looking for an energetic person to promote the Crisis City Training Center located 7 miles Southwest of Salina Kansas. The position requires a charismatic individual dedicated to providing a safe and user friendly professional training environment for First Responders. The individual will be responsible for managing and maintaining the facilities, planning and construction of future training venues, building relationships with National Guard/military personnel, Response Agencies such as Law Enforcement, Fire and EMS as well as Special Response Teams, Private Industry, and Emergency Management Agencies. Additional duties will include marketing and promoting the Crisis City Training Center, budgeting and fiscal management. The position will require some evening and weekend work to meet the needs and schedules of Responders. Some travel will be required to market and promote the facility. The individual should have a strong working knowledge and or experience in Emergency Response and be able to create training venues and scenarios that provide realistic training and exercise opportunities for those participating with safety being paramount.

Minimum and Preferred Qualifications: Requires a high school graduation or equivalent and one year of experience in planning, implementing and monitoring activities relevant to the agency's programs. Education may be substituted for experience. To fulfill requirements of this position, travel throughout the State of Kansas is required. Background in public safety, construction management and/or marketing is desired.

PLEASE NOTE: Must have a valid driver's license and the ability to obtain and maintain a Department of Defense Security Clearance.

How to Apply: The application process has 4 STEPS.

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(Skip this step if you already have an Applicant ID number.)

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